

# Chapter 11.0

## Stewardship Plan

### 11.1 Introduction, Vision, and Planning Context

#### VISION

*The goal of this Stewardship Plan will be to ensure strategic implementation of the Central Area Action Plan II with the oversight of a committee representative of the community's stakeholders.*

*The Central Area has had a challenging history of development, investment and cooperation. In recent years, there has been a growing level of cooperation within the community. It is important to continue to support and expand this cooperation so that the full potential of the Central Area as a diverse, vibrant and caring community will be reached.*

#### PLANNING CONTEXT

Past. The Central Area has had a mixed history of cooperative planning and implementation. Strong leaders and personalities had often derailed attempts by the City to improve the community. In the most recent past, a planning effort was begun in 1991 with a strong focus on bringing the community together. The result of this successful effort was the Central Area Action Plan which was recognized by City Council in early 1994. The plan called for an implementation strategy that included an implementation team. CAAP-IT (Central Area Action Plan - Implementation Team) was established with representatives from the community development corporations (CDCs), the community and district councils, business groups, churches, institutions, and residents. In addition to taking on specific projects, CAAP-IT also helped facilitate the next phases of neighborhood planning. The target planning area for this next phase of planning was enlarged to include the Madison-Miller area north of East Madison Street.

Present. As part of the recent neighborhood planning effort, four node teams were established to help guide the development of the plan in their particular area. The node teams helped inform the issue teams about issues in their nodes. There developed a sense of positive cooperation between the nodes along with a greater understanding of the issues that affect each part of the greater Central Area. There are a number of different types of existing organizations and groups that are critical to help guide the Central Area's future. These include CDCs, community and district councils; business groups, churches, institutions, service organizations and residents. Many will have an important role in implementation of the Central Area Action Plan 11.

**Future.** The challenge is to continue and expand the positive working relationships that have developed and to implement the overall Central Area Action **Plan II** both through coordinated oversight and through action. It is anticipated that the actions **will** be carried out through a variety of implementors, including the City, other public agencies, CDCs, community and district councils, business groups, churches, institutions, service organizations, as well as residents. The coordination will be the responsibility of a Stewardship Team.

## UNRESOLVED PLANNING ISSUES

It is proposed that the Stewardship Team would be staffed as a project of% existing Central Area organization. Certain of the action committees, such as the Displacement Committee and Roundtable, maybe staffed as special projects at other organizations. It is proposed **that** a transition management team made up of representatives of CAAP-IT, the Urban League and CAMP working with DON develop a budget and staffing proposal. It is proposed that the management team with representatives of CAAP-IT and the District Council appoint the initial Stewardship Committee based on letters of interest. These 'details **will** be further worked out through conversations with participating organizations with a goal to make the transition from the existing CAAP \*IT structure on or before January 1999.

### 11.2 Proposal for Plan Stewardship

It is proposed that a coordinating body (or Stewardship Team) be accountable for stewarding the Central Area Action Plan H --in other words, to work together with the City and the community ., to make sure it happens but not to necessarily be the implementor of the plan elements.

Stewardship Team. A coordinating body (**or** Stewardship Team) should be formed to:

- , bring stakeholders and implementors together,
- . coordinate and oversee the Plan,
- . advocate on behalf of the community, and
- . connect the past to the future.

**Stewardship Team Structure.** 'This **Stewardship** Team would consist of a **Stewardship Committee**, an **Implementation Advisory Committee**, and two **or** more Action **Committees**. The Implementation Advisory Committee meetings would serve as the forum for implementors and stakeholders to come together with the Stewardship Committee to cooperatively guide the future of the Central Area, on a semi-annual basis. An appointed Stewardship Committee, meeting quarterly (or hi-monthly if needed) with its executive committee meeting monthly, would coordinate the overall implementation of the plan with specific **responsibilities** to:

- ensure continued outreach to and involvement of all segments of the community,
- . develop community resources,
- . serve as the central point of information,

- . disseminate information regarding **plan** implementation,
- . build **capability** of the community to improve itself continuously,” and
- understand community concerns.

The Action Committees would include **outreach**, resource development, **and** others as identified from time to time. The action committees would have responsibilities as follows:

#### Outreach Action Committee

- create and manage communication to and from the community regarding the **plan’s** status and outcomes of implementation.
- ., encourage the community to provide feedback on the progress and quality of the implementation.

#### Resource Action Committee

- . identify and monitor sources of potential finding for plan implementation and stewardship.
- identify training and educational needs to help with plan implementation,

#### Other Action Committees

- . involve the community in monitoring, advocating for and in **some** cases undertaking plan implementation, examples could include **Transportation, Urban Design, Human Development,**

## 11.3 Implementation Advisory Committee,

### IMPLEMENTATION ADVISORY COMMITTEE

#### Composition:

- Committee will include the Stewardship Committee as outlined below (11,4)
- Additional members (to forma committee up to a total of 25 members) will be identified and added by the Stewardship Committee to provide a representative committee of **implementors** and stakeholders to give guidance on overall implementation of the Central **Area** Action Plan II
- Sources for members: CAAP-IT, CDC’s, CAMP, District Council and Community Councils, Urban League, Black Dollar Days Task Force, Business, Corporate, **Foundation**, Action Committee members, community. members at large and government agencies.

#### Meetings:

- . Regularly scheduled meetings are held twice a year or quarterly if needed

#### Function:

- . Review mission and vision statements and **workplan**
- Give guidance to Stewardship Committee on overall **direction**
- Identify opportunitess

- . Communicate and listen to the community

## 11.4 Stewardship Committee

### STEWARDSHIP COMMITTEE

#### Composition:

- Begin with five full-term members and four half-term members
  - . Term of Service is two years for all members
  - . Continuity: Committee turnover will be no more than five per year
- Form an Executive Committee of five members
- Members are appointed based on letters of interest and commitment
- Sources for members: CAAP-IT, CDC's, CAMP, District Council and *Community* Councils, Urban League, Black Dollar Days Task Force, Business, Corporate, Foundation, Action Committee members
- Coordinator is a non-voting member of Committee,
- Chairperson is elected from among the members

#### Meetings:

- Regularly scheduled meetings are every other month
  - . Executive Committee meets monthly with Coordinator
  - . Coordinator prepares and attends every meeting
  - . Chair and Coordinator meet prior to every meeting to approve agenda

#### Function:

- Provide mission and vision statements
  - . Prepare annual workplan
- Communicate and listen to the community
  - . participate in hiring and evaluating Coordinator
- Direct Coordinator
- Serve as a resource for Coordinator

## 11.5 Action Committees

### ACTION COMMITTEES

#### Composition:

- Include one or more Stewardship Committee members
  - . Open to interested community members
- Chair appointed by Stewardship Committee

#### Meetings:

- Meetings are held as needed
  - . Notice of meetings posted at public location(s) as identified by the Outreach Action Committee



**Function:**

- . Identify next steps for implementation of plan elements
- . Provide *committee* work plan to Stewardship Committee

## 11.6 Coordinator

### COORDINATOR

**Job Description:**

- Staff committees -
  - Prepare and distribute meeting notices, agendas and minutes
  - Communicate with committee members between meetings
  - Assist committee members in preparing agenda items
- Prepare implementation updates -.,
  - Produce and distribute implementation update information using various means including existing media
- Track and report on implementation opportunities
  - Attend meetings as needed when committee members are not available
- Respond to community inquiries